

1. General Information

1a. Submitted by the College of: SOCIAL WORK

Date Submitted: 2/25/2016

1b. Department/Division: Social Work

1c. Contact Person

Name: Melanie Otis

Email: Melanie.Otis@uky.edu

Phone: 859-257-1574

Responsible Faculty ID (if different from Contact)

Name:

Email:

Phone:

1d. Requested Effective Date: Semester following approval

1e. Should this course be a UK Core Course? No

2. Designation and Description of Proposed Course

2a. Will this course also be offered through Distance Learning?: Yes 4

2b. Prefix and Number: SW 518

2c. Full Title: International Social Work

2d. Transcript Title:

2e. Cross-listing:

2f. Meeting Patterns

SEMINAR: 45

2g. Grading System: Letter (A, B, C, etc.)

2h. Number of credit hours: 3

2i. Is this course repeatable for additional credit? No

If Yes: Maximum number of credit hours:

If Yes: Will this course allow multiple registrations during the same semester?

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OFFICE OF THE SENATE COUNCIL



- 2j. Course Description for Bulletin: This course assists students in developing an in-depth understanding of complex, global social problems accounting for their cultural context through application of a theoretical and conceptual framework to prepare them for international social work or work with immigrants and refugees in the United States. The course explores four areas: 1) International social development and macro practice; 2) Globalization, socio-political and economic interdependence, and global social issues; 3) International agreements, models of social development, and best practices; and 4) International social work practice at home and abroad. Students will learn to evaluate interventions and practice models in cultures with values and ideologies that are different from their own and critically analyze their impact at local, regional, national or international levels.
- 2k. Prerequisites, if any:
- 21. Supplementary Teaching Component:
- Will this course taught off campus? No If YES, enter the off campus address:
- 4. Frequency of Course Offering: Spring,

Will the course be offered every year?: Yes

If No, explain:

- 5. Are facilities and personnel necessary for the proposed new course available?: Yes If No, explain:
- 6. What enrollment (per section per semester) may reasonably be expected?: 25
- 7. Anticipated Student Demand

Will this course serve students primarily within the degree program?: No

Will it be of interest to a significant number of students outside the degree pgm?: Yes

If Yes, explain: This course looks at complex, global social problems. Students interested in better understanding the diverse experiences of human beings both in the United States and globally will find the course useful. It has been previous taught as a SW 580 seminar and approximately half of the students who take the course are from outside Social Work.

8. Check the category most applicable to this course: Relatively New - Now Being Widely Established,

If No, explain:

- 9. Course Relationship to Program(s).
 - a. Is this course part of a proposed new program?: No

If YES, name the proposed new program:

- b. Will this course be a new requirement for ANY program?: No
- If YES, list affected programs:
- 10. Information to be Placed on Syllabus.





a. Is the course 400G or 500?: Yes

b. The syllabus, including course description, student learning outcomes, and grading policies (and 400G-/500-level grading differentiation if applicable, from **10.a** above) are attached: Yes

Distance Learning Form

Instructor Name: Stefana Moldovan

Instructor Email: stefanaim@uky.edu

Internet/Web-based: Yes

Interactive Video: No

Hybrid: No

1.How does this course provide for timely and appropriate interaction between students and faculty and among students? Does the course syllabus conform to University Senate Syllabus Guidelines, specifically the Distance Learning Considerations? The course complies with DL requirements. The following information concerning instructor availability is included in the syllabus: Office hours: By appointment. We can connect via Skype, Google+ or phone 859 340 1950. Also, there will be office hours every week, when I will be available online and we can connect via Skype or Google+ or phone. The time for the office hours will vary every week to best accommodate student needs. I will send an announcement every week to announce the time for the office hours from that week. I will provide the Skype ID and more info on BB. The instructor will respond in 24 to 48 (holidays and weekends) hours of receiving a student communication.

2.How do you ensure that the experience for a DL student is comparable to that of a classroom-based student's experience? Aspects to explore: textbooks, course goals, assessment of student learning outcomes, etc. This course has/will only be taught in Internet/Web-based format. However, the textbook, assignments and student learning outcomes are comparable to expectations in other 500-level traditional-delivery social work courses.



- 3. How is the integrity of student work ensured? Please speak to aspects such as password-protected course portals, proctors for exams at interactive video sites; academic offense policy; etc. Exams and quizzes are completed online in a time-limited window. In an effort to increase the integrity of the online testing process, test questions are randomly ordered and the test cannot be paused once started. All students must sign in through their Blackboard/Canvas accounts to participate. All assignments must be uploaded through Blackboard/Canvas and checked through SafeAssign. The following academic offense policy is included in the syllabus (references to the policy are included in more than one place in the syllabus): Academic Integrity, Cheating and Plagiarism The Student Rights and Responsibilities Handbook clearly delineates the consequences of these actions - cheating and plagiarism are grounds for a failing grade in the course. Refer to http://www.uky.edu/StudentAffairs/Code/part2.html for UK's policy on academic integrity. It is strongly recommended that you review the APA manual and learn how to properly cite your sources such that you do not "accidentally" plagiarize. Make sure that any material you "borrow" is properly indicated with quotation marks and reference or, if paraphrased, stated in your own words and properly cited. It is expected that students at UK will refrain from plagiarism and cheating. Plagiarism and cheating are serious breaches of academic conduct and may result in permanent dismissal. Each student is advised to become familiar with the various forms of academic dishonesty as explained in the Code of Student Rights and Responsibilities. Complete information can be found at the following website: http://www.cs.uky.edu/%7Epaulp/Plagiarism.htm A plea of ignorance is not acceptable as a defense against the charge of academic dishonesty. It is important that you review this information as all ideas borrowed from others need to be properly credited. This statement is followed by additional information from Part II of Student Rights and Responsibilities.
- 4.Will offering this course via DL result in at least 25% or at least 50% (based on total credit hours required for completion) of a degree program being offered via any form of DL, as defined above? Since this is an elective, it is unknown how much of any given students degree may come from DL courses.

If yes, which percentage, and which program(s)? N/A

- 5.How are students taking the course via DL assured of equivalent access to student services, similar to that of a student taking the class in a traditional classroom setting? Links connecting students to technology, library, and distance learning resources are included in the syllabus. Additionally, information on accommodations and the Disability Resource Center, as well as available counseling and support resources, is also provided.
- 6.How do course requirements ensure that students make appropriate use of learning resources? The following information concerning access to DL library resources is included in the syllabus: Information on Distance Learning Library Services: Information is available at http://www.uky.edu/DistanceLearning/current/DLLS/overview.html and you can ask for support from the Distance Learning Librarian Carla Cantagallo via email at carla@uky.edu or telephone at 859. 257.0500, ext. 2171. Information about DL Interlibrary Loan Services is available at http://libraries.uky.edu/page.php?lweb_id=253. If you need help with finding resources from the library, you can ask the support of Ms. Roxana Jones, Academic Liaison for Social Work by Phone: 859-218-1324, email roxanna@email.uky.edu. Students with a Documented Disability
- 7.Please explain specifically how access is provided to laboratories, facilities, and equipment appropriate to the course or program. N/A

KENTUCKY

New Course Report

8.How are students informed of procedures for resolving technical complaints? Does the syllabus list the entities available to offer technical help with the delivery and/or receipt of the course, such as the Information Technology Customer Service Center (http://www.uky.edu/UKIT/)? The following can be found on page 3 of the syllabus: Teaching and Academic . Support Services: Contact the Teaching and Academic Support Services (TASC) at https://www.uky.edu/tasc/ or 859-257.8272. Procedures to Resolve Technological Problems: If you need help with technical problems or have any difficulties regarding the technological aspect of the class you can contact the distance learning department at the following link http://www.uky.edu/DistanceLearning/current/technology/ukit.html or telephone at 859-218-HELP(4357) and the toll free number 1-877-481-UKIT (8548), or helpdesk@uky.edu (http://www.uky.edu/ukit/Help/). You can also contact Gary Trumble from the College of Social Work for help with technical support, email trumble@uky.edu.

9. Will the course be delivered via services available through the Distance Learning Program (DLP) and the Academic Technology Group (ATL)? YES

If no, explain how student enrolled in DL courses are able to use the technology employed, as well as how students will be provided with assistance in using said technology.

10.Does the syllabus contain all the required components? YES

11.I, the instructor of record, have read and understood all of the university-level statements regarding DL.

Instructor Name: Stefana Moldovan

SIGNATURE|MDOTIS00|Melanie D Otis|SW 518 NEW College Review|20160205

SIGNATURE|JMETT2|Joanie Ett-Mims|SW 518 NEW Undergrad Council Review|20160413

SIGNATURE|ZNNIKO0|Roshan N Nikou|SW 518 NEW Graduate Council Review|20160512

New Course Form

Open in	full window to print or save				. Gen
tachme	·				
	Browse	Upload File			
ID	Attachment				
<u>elete</u> 6359	<u> </u>				
elete 6667	SW 518 International Social Work revis	ed.pdf			
	Tast II Last				
	÷				
		(*de	notes required fields)		
	al Information				
a.	* Submitted by the College of: SOCIAL	WORK	Submission Date	: 2/25/2016	
b.	* Department/Division: Social Work				
C.	* Contact Person Name;	Melanie Otis	Email: Melania Otic@u	ky.edu Phone: 859-25	7-1574
	* Responsible Faculty ID (if different fro		Email: Welanie.Otta@u	Phone:	r-101 4
	* Requested Effective Date: Semes	ter following approval OR U Sp	ecific Term/Year +		
e.	Should this course be a UK Core Course	Over One			
	If YES, check the areas that apply:	TYES WINO			
		(ES)			
	Inquiry - Arts & Creativity	Composition & Communica	ations - II		
	Inquiry - Humanities	Quantitative Foundations			
	Inquiry - Nat/Math/Phys Sci	Statistical Inferential Reas	oning		
	Inquiry - Social Sciences	U.S. Citizenship, Commun	ity, Diversity		
	Composition & Communications - 1	Global Dynamics			
	ation and Description of Proposed C				
	* Will this course also be offered through	Distance Learning? Yes =	J NO	* * * * * * * * * * * * * * * * * * *	
	* Prefix and Number: SW 518	-			
c.	* Full Title: International Social Work				
d.	Transcript Title (if full title is more than	40 characters):			
e.	To be Cross-Listed 2 with (Prefix and Nur	nber):			
f.	* Courses must be described by at least	one of the meeting patterns belo	ow. Include number of actual co	ntact hours ³ for each mee	eting pattern type,
	Lecture	Laboratory ¹	Recitatio	·Te	Discussion
	Indep. Study	Clinical	Colloqui	ım	Practicum
	Research	Residency	45 Seminar		Studio
	Other	If Other, Please explain:			
g.	* identify a grading system:				
	Letter (A, B, C, etc.)				
	O Pass/Fail O Medicine Numeric Grade (Non-medica	at students will receive a letter o	rade)		
	Graduate School Grade Scale	iiii recore u tetter yi	,		
h.	* Number of credits: 3				

	j.	* Course Description for Bulletin:
		This course assists students in developing an in-depth understanding of complex, global social problems accounting for their cultural context through application of a theoretical and conceptual framework to prepare them for international social work or work with immigrants and refugees in the United States. The course explores four areas:
		1) International social development and macro practice; 2) Globalization, socio-political and economic interdependence, and global social issues; 3) International agreements, models of social development, and best practices; and 4) International social work practice at home and abroad. Students will learn to evaluate interventions and practice models in cultures with values and ideologies that are different from their own and critically analyze their impact at local, regional, national or international levels.
	k.	Prerequisites, if any:
	,	
		Supplementary teaching component, if any: O Community-Based Experience O Service Learning O Both
3.		this course be taught off campus? Yes © No , enter the off campus address:
4.	Frequ	ency of Course Offering.
	а.	* Course will be offered (check all that apply):
	b.	* Will the course be offered every year? Yes No If No, explain:
5.	* Are	facilities and personnel necessary for the proposed new course available?
	If No,	explain:
6.	* Wha	at enrollment (per section per semester) may reasonably be expected? 25
7.		pated Student Demand.
		* Will this course serve students primarily within the degree program? O Yes ® No
	Ď.	* Will it be of interest to a significant number of students outside the degree pgm?
		This course looks at complex, global social problems. Students interested in better understanding the diverse experiences of human beings both in the United States and globally will find the course useful. It has been
8.	* Che	ck the category most applicable to this course:
		ditional - Offered in Corresponding Departments at Universities Elsewhere
		atively New – Now Being Widely Established ! Yet Found in Many (or Any) Other Universities
9.	Cours	e Relationship to Program(s).
	a.	* Is this course part of a proposed new program? ① Yes ⑩ No If YES, name the proposed new program:
	b.	* Will this course be a new requirement ⁵ for ANY program? ① Yes ⁽⁰⁾ No If YES ⁵ , list affected programs::
о.	Inform	nation to be Placed on Syllabus.
		* Is the course 400G or 500?
		If YES, the differentiation for undergraduate and graduate students must be included in the information required in 10.b. You must include: (i) identification of add assignments by the graduate students; and/or (ii) establishment of different grading criteria in the course for graduate students. (See SR 3.1.4.)
	b.	🗹 * The syllabus, including course description, student learning outcomes, and grading policies (and 400G-/500-level grading differentiation if applicable, from 10 attached.
		Distance Learning Form

This form must accompany every submission of a new/change course form that requests distance learning delivery. This form may be required when changing a course already approved for DL fields are required!

Introduction/Definition: For the purposes of the Commission on Colleges Southern Association of Colleges and Schools accreditation review, distance learning is defined as a fo educational process in which the majority of the instruction (interaction between students and instructors and among students) in a course occurs when students and instructors the same place. Instruction may be synchronous or asynchronous. A distance learning (DL) course may employ correspondence study, or audio, video, or computer technologies

Ì	A number of specific requirements are listed for DL courses. The department proposing the change in delivery method is responsible for ensuring that the requirement
ı	are satisfied at the individual course level. It is the responsibility of the instructor to have read and understood the university-level assurances regarding an equivalent expe
l	students utilizing DL (available at <u>http://www.uky.edu/USC/New/forms.htm</u>).

Course Number and Prefix:	SW 518	Date:	1/6/2016
Instructor Name:	Stefana Moldovan	Instructor Email:	stefanaim@uky.edu
Check the method below that	best reflects how the majority of the course conte	_	
	Internet/Web-based ☑	Interactive Video	Hybrid 🗀
rriculum and Instruction			
	ide for timely and appropriate interaction between fically the Distance Learning Considerations?	students and faculty and am-	ong students? Does the course syllabus conform to University
		ng information conce	rning instructor availability is included
in the syllabus: 0	ffice hours: By appointment. We can	connect via Skype,	Google+ or phone 859 340 1950. Also, there
2 How do you ensure that the	se experience for a DL student is comparable to the	at of a classroom-based stude	ent's experience? Aspects to explore: textbooks, course goals,
of student learning outcon		it of a classicotti basca stade	inco experiencer suspects to explore, textbooks, coarse goals,
This course has/wi	ll only be taught in Internet/Web-b		, the textbook, assignments and student
learning outcomes	are comparable to expectations in o	ther 500-level tradi	tional-delivery social work courses.
3. How is the integrity of stud	dent work ensured? Please speak to aspects such a	is password-protected course	portals, proctors for exams at interactive video sites; acader
policy; etc.			
			fort to increase the integrity of the
online testing pro	cess, test questions are randomly o	rdered and the test (cannot be paused once started. All
4. Will offering this course via	a DL result in at least 25% or at least 50%* (base	d on total credit hours require	ed for completion) of a degree program being offered via any
as defined above?			
Since this is an e	lective, it is unknown how much of	any given students de	egree may come from DL courses.
Which percentage, and wh	ich program(s)?		
N/A		\$ mm 2 mm - 2 mm	
*As a general rule, if appromonths from the date of a		nore of a program being deliv	ered through DL, the effective date of the course's DL deliver
Links connecting s	tudents to technology, library, and	distance learning re	t of a student taking the class in a traditional classroom setti asources are included in the syllabus. enter, as well as available counseling and
orary and Learning Resou	rces		
6. How do course requiremen	its ensure that students make appropriate use of it	sarning resources?	
	rmation concerning access to DL lib		cluded in the syllabus:
7 Piosea evolain specifically	how access is provided to laboratories, facilities, ar	od ogujemost appropriata to t	the course or program
N/A	access to provided to insolvenies/ indinities/ to	ta equipment appropriate to	The course of program
udent Services			
8. How are students informed	of procedures for resolving technical complaints?	Does the syllabus list the ent	ities available to offer technical help with the delivery and/or
	ormation Technology Customer Service Center (ht	tp://www.uky.edu/UKIT/)?	
	be found on page 3 of the syllabus: mic Support Services: Contact the T	eaching and Academic	Support Services (TASC) at
• •			
	d via services available through the Distance Learn	ing Program (DLP) and the A	cademic Technology Group (ATL)?
© Yes			

- 10. Does the syllabus contain all the required components, below? 1 Yes
 - · Instructor's virtual office hours, if any.
 - $\boldsymbol{\cdot}$ The technological requirements for the course.
 - · Contact information for Distance Learning programs (http://www.uky.edu/DistanceLearning) and Information Technology Customer Service Center (http://www.uky.edu/UKIT/Help/; 859-218-HELP).
 - · Procedure for resolving technical complaints.
 - Preferred method for reaching instructor, e.g. email, phone, text message.
 - Maximum timeframe for responding to student communications.
 - Language pertaining academic accommodations;

- "If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resour The Center will require current disability documentation. When accommodations are approved, the Center will provide me with a Letter of Accommodation details the recommended accommodations. Contact the Disability Resource Center, Jake Karnes, Director at 859-257-2754 or ikarnes@email.uky.edu.
- · Specific dates of face-to-face or synchronous class meetings, if any.
- Information on Distance Learning Library Services (http://www.uky.edu/Libraries/DLLS)
 - Carla Cantagallo, DL Librarian
 - Local phone number: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6)
 - Email: dllservice@email.uky.edu
 - DL Interfibrary Loan Service: http://www.uky.edu/Libraries/libpage.php?(web_id=253&ilib_id=16

11.	 I, the instructor of record, have read and understood all of the 	university-level statements	regarding DL
	Instructor Name:		
	Stefana Moldovan	-	

Abbroviations: DLP = Distance Learning Programs ATG = Academic Technology Group Customer Service Center = 859-218-HELP (http://www.ukv.edu/UKIT/Help)

ELL Courses are typically made effective for the semester following approval. No course will be made effective until all approvals are received.

 $[\]underline{\mathrm{Bi}}$ The chair of the cross-listing department must sign off on the Signature Routing Log.

[🔟] In general, undergraduate courses are developed on the principle that one semester hour of credit represents one hour of classroom meeting per week for a semester, exclusive of any laboratory meeting. Ea meeting, generally, represents at least two hours per week for a semester for one credit hour. (from SR 5.2.1)

^[5] In order to change a program, a program change form must also be submitted.

Course: SW 518 University Senate Syllabi Guidelines Review Checklist

General Course Information	
Full and accurate title of the course	Course prefix, number and section number
Departmental and college prefix	Scheduled meeting day(s), time and place
Instructor Contact Information (if specific details are unknow	.
Instructor name	Office address
Contact information for teaching/graduate	□ UK email address
assistant, etc.	☐ Times of regularly scheduled office hours and if
Preferred method for reaching instructor	prior appointment is required
Office phone number	
	,
Course Description	
Reasonably detailed overview of the course	
Student learning outcomes	
Course goals/objectives	
Required materials (textbook, lab materials, etc.)	
Outline of the content, which must conform to the Bulletin	•
oxtimes Summary description of the components that contribute t	
oxtimes Tentative course schedule that clarifies topics, specifies as	
Final examination information: date, time, duration and lo	
igotimes For 100-, 200-, 300-, 400-, 400G- and 500-level courses, nu	ımerical grading scale and relationship to
letter grades for undergraduate students	H
For 400G-, 500-, 600- and 700-level courses, numerical gra	=
grades for graduate students. (Graduate students cannot r Relative value given to each activity in the calculation of co	
Project=20%, etc.)	Juise grades (Muterin-50%, Term
Note that undergraduate students will be provided with a	Midterm Evaluation (by the midterm
date) of course performance based on criteria in syllabus	· (
🔀 Policy on academic accommodations due to disability. Star	
If you have a documented disability that requires acaden	
during scheduled office hours. In order to receive accom-	
Letter of Accommodation from the Disability Resource Co	
services available to students with disabilities. It is locate	
the Multidisciplinary Science Building, Suite 407. You can	
at <u>drc@uky.edu</u> . Their web address is <u>http://www.uky.ed</u>	au/StudentAnairs/DisabilitykesourceCenter/.

UGE Review (Date)

Course number should match on eCATS form and syllabus
Class is referred to as SW 580 again on page 3 of the syllabus
References to Blackboard should be updated to Canvas
Disability statement should be updated
Excused Absences policy and Academic Integrity policy should be updated

	Committee Review (Date)
Course Policies	Comments
X Attendance	
Make-up opportunities	
☐ Verification of absences	
Submission of assignments	
Academic integrity, cheating & plagiarism	
Classroom behavior, decorum and civility	
Professional preparations	
Group work & student collaboration	

University of Kentucky College of Social Work SW 518 International Social Work

Course Syllabus 3 credit hours

Contact Information

Instructor: Stefana Moldovan, MSW Office: Patterson Office Tower

E-mail address (preferred contact): stefanaim@uky.edu. I will respond to student emails within 24 hours except for weekends

and holidays which may take 48 hours to respond.

Office hours: By appointment via Skype or Google+. Also, there will be office hours every week, when I will be available online and we could connect via Skype or Google+. The time for the office hours will vary every week to best accommodate student needs. I will send an announcement every week to announce the time for the office hours from that week. I will provide the Skype ID and more info on Canvas.

Campus address: College of Social Work

619 Patterson Office Tower, Office 529

University of Kentucky

Lexington, Kentucky 40506-0027

Department phone: 859.257.6650

Department Website: http://www.uky.edu/SocialWork/

Course Format: Distance Learning Course.

Course description: This course assists students in developing an in-depth understanding of complex, global social problems accounting for their cultural context through application of a theoretical and conceptual framework to prepare them for international social work or work with immigrants and refugees in the United States. The course explores four areas:

1) International social development and macro practice; 2) Globalization, socio-political and economic interdependence, and global social issues; 3) International agreements, models of social development, and best practices; and 4) International social work practice at home and abroad. Students will learn to evaluate interventions and practice models in cultures with values and ideologies that are different from their own and critically analyze their impact at local, regional, national or international levels.

Course objectives:

In this course, students are expected to demonstrate achievement of the following objectives:

- 1. Examine the complexity of social development arena, its actors, and the role that social work plays in this sphere of practice.
- 2. Describe the globalization phenomenon and how it affects various groups around the world.
- Demonstrate an understanding of the contribution of culture, values, norms, historical events and political regimes
 when designing social work interventions and evaluate their effectiveness.
- 4. Critically analyze current development models that are used around the world.
- 5. Explain the role of international organization and instruments in the area of human rights.
- Differentiate the particular needs of immigrants and refugees in the U.S and critically analyze current strategies and interventions for these groups.
- 7. Discuss consequences of global and national violence and the special circumstances and struggles associated with forced migration.
- 8. Demonstrate an ability to do cross-cultural comparisons in examining social issues and responses from different countries.
- Develop cultural competence in defining problems, designing interventions and evaluate their effectiveness in the global context.
- 10. Critically examine if suited for working in international social work related jobs.

Practice Behaviors (learning outcomes) (CSWE Standards 2.1.1, 2.1.2, 2.1.3, 2.1.4, 2.1.5, 2.1.6, 2.1.7, 2.1.9)

Primary outcomes

2.1.4—Engage diversity and difference in practice:

- Recognize the extent to which a culture's structures and values may oppress, marginalize, alienate, or create or enhance privilege and power (2.1.4.1)
- Gain sufficient self-awareness to eliminate the influence of personal biases and values in working with diverse groups
 (2.1.4.2)

2.1.5 — Advance human rights and social and economic justice:

- Understand the forms and mechanisms of oppression and discrimination (2.1.5.1)
- Advocate for human rights and social and economic justice (2.1.5.2)
- Engage in practices that advance social and economic justice (2.1.5.3)

2.1.8—Engage in policy practice to advance social and economic well-being and to deliver effective social work services:

Analyze, formulate, and advocate for policies that advance social well-being (2.1.8.1).

2.1.6—Engage in research-informed practice and practice-informed research:

Use research evidence to inform practice (2.1.6.2)

Secondary outcomes

2.1.1 Identify as a professional social worker and conduct oneself accordingly:

Advocate for client access to the services of social work (2.1.1.1.)

2.1.3—Apply critical thinking to inform and communicate professional judgments:

 Distinguish, appraise, and integrate multiple sources of knowledge, including research-based knowledge, and practice wisdom (2.1.3.1).

2.1.2 Apply social work ethical principles to guide professional practice:

- Recognize and manage personal values in a way that allows professional values to guide practice (2.1.2.1)
- Make ethical decisions by applying standards of the National Association of Social Workers Code
 of Ethics and, as applicable, of the International Federation of Social Workers/International Association of
 Schools of Social Work Ethics in Social Work, Statement of Principles (2.1.2.2)
- Recognize and communicate their understanding of the importance of difference in shaping life experiences (2.1.4.3)

2.1.2 Apply social work ethical principles to guide professional practice:

- Recognize and manage personal values in a way that allows professional values to guide practice (2.1.2.1)
- Make ethical decisions by applying standards of the National Association of Social Workers Code
 of Ethics and, as applicable, of the International Federation of Social Workers/International Association of
 Schools of Social Work Ethics in Social Work, Statement of Principles (2.1.2.2)

2.1.7—Apply knowledge of human behavior and the social environment

Utilize conceptual frameworks to guide the processes of assessment, intervention, and evaluation (2.1.7.1)

2.1.9—Respond to contexts that shape practice:

 Continuously discover, appraise, and attend to changing locales, populations, scientific and technological developments, and emerging societal trends to provide relevant services (2.1.9.1).

Required Course Textbook and Readings

This course relies on students reading the text as assigned throughout the semester. The readings and other resources like articles, online resources and videos are due under the date they are listed in the course calendar. Some of videos required for you to watch may contain graphic images of violence, extreme poverty and human suffering, your discretion is advised. Please contact me by email if you need me to replace them. I will try to replace them with others with similar content, but no violence. To prepare for class assignments and online discussions you are encouraged to seek additional resources like e-journal articles available through the library's web site, other books, web sites, videos, interviews, etc.

Required textbooks:

Cox, D. & Pawar, M. (2013). International social work: issues, strategies, and programs. Thousand Oaks, CA: SAGE Publications.

Movie Living on One from the following link https://livingonone.vhx.tv/buy You will need to purchase the access to watch the movie (9.99 USD).

Optional text:

American Psychological Association (2009). *Publication Manual of the American Psychological Association (6th ed.)*. Washington, DC: American Psychological Association Press.

Additional resources are provided throughout the course as supplemental resources. Also, additional professional journal articles (all available through the UK Libraries e-journals) are assigned on some weeks. Please refer to the "Course Schedule" in this syllabus for details. You are responsible for securing all of the reading materials on your own as the articles are NOT uploaded on the course Canvas. You may contact the Distance Learning Library Services if you need assistance. Refer to the "Technical Requirements and Support for the Course" for contact information.

Distance Learning Considerations

Required Instructional Technology

This course is an online only course and requires that students have access to Information technology. Students will need access to a computer and Internet connection to complete learning activities and assignments. Students will need Mozilla Firefox or Google Chrome Internet browser, Adobe Flash Player.

You MUST HAVE access to a camera and a microphone for the virtual office hours, for the weekly discussions that will be in the form of short video or presentations of your projects. All videos created by you in class will be only used for the purpose of this class and the content will be shared only on Canvas with students enrolled in your course). All assignments in this class will be submitted via Canvas. If you do not have a personal computer there are multiple computer labs in Libraries on campus.

More information regarding the technical requirements for distance learning courses can be found at http://www.uky.edu/DistanceLearning/current/technology/techReqs.html.

Instructor's Virtual Office Hours: TBA. Office hours appointments are arranged at student requests. We can meet online using Skype or Google+. Also, there will be office hours every week, when I will be available online and we could connect via Skype or Google+. The time for the office hours will vary every week to best accommodate student needs. I will send an announcement every week to announce the time for the office hours from that week. I will provide the Skype ID and more info on Canvas.

Preferred Method of Communication: You are encouraged to contact me for any questions regarding the class. My preferred method is by email (stefanaim@uky.edu), Skype or Google+.

Maximum Timeframe for Responding to Student Communication: I will respond to email inquiries or requests within 24 hours, excluding weekend and holidays when I will take 48 hours to respond.

Teaching and Academic Support Services: Contact the Teaching and Academic Support Services (TASC) at https://www.uky.edu/tasc/ or 859-257.8272. Procedures to Resolve Technological Problems: If you need help with technical problems or have any difficulties regarding the technological aspect of the class you can contact the distance learning department at the following link http://www.uky.edu/DistanceLearning/current/technology/ukit.html or telephone at 859-218-HELP(4357) and the toll free number 1-877-481-UKIT (8548), or helpdesk@uky.edu (http://www.uky.edu/ukit/Help/). You can also contact Gary Trumble from the College of Social Work for help with technical support, email trumble@uky.edu.

Canvas

The course delivery is done through Canvas. The class for each week (recorded video lectures and other materials) will be made available by instructor every Tuesday by 23:59 PM. The instructor will also make announcements and send individual emails via Canvas regularly. Thus, you must be current with the UK email and check it on a regular basis even if you do not use it for other purposes. If you experience technical difficulties with Canvas, contact UKIT Service Desk. Please also inform the instructor when having technical difficulties if it is affecting your course work. It is the student's responsibility to resolve technical problems and to notify the instructor.

Information on Distance Learning Library Services: Information is available at

http://www.uky.edu/DistanceLearning/current/DLLS/overview.html and you can ask for support from the Distance Learning Librarian Carla Cantagallo via email at carla@uky.edu or telephone at 859. 257.0500, ext. 2171. Information about DL Interlibrary Loan Services is available at http://libraries.uky.edu/page.php?lweb_id=253. If you need help with finding resources from the library, you can ask the support of Ms. Roxana Jones, Academic Liaison for Social Work by Phone: 859-218-1324, email roxanna@email.uky.edu.

Graduate and undergraduate classes can be stressful. The University of Kentucky Counseling Center is available to fee-paying students who are enrolled for at least six credit hours at UK, in undergraduate, graduate or professional programs. Located on second and third floors of Frazee Hall, on Administration Drive next to the Student Center, they can be reached at (859) 257-8701 or http://www.uky.edu/StudentAffairs/Counseling/. The National Suicide Prevention Lifeline is available twenty-four

hours a day at 1-800-273-TALK (8255) if you are concerned about yourself or someone else.

Undergraduate	Grade Components		Value
students	Chan Doubleingtion /Onl	ing Disquesion Throads	20
	Organization Assignme	ine Discussion Threads	10
	Reflection paper		10
	Quizzes (2)		10 (5 points for each quiz)
	Midterm Exam		15
	Final Exam		15
	Final project		15
	Final presentation		5
			Total 100
	Undergraduate G	e the close of mid-term. irading Scale	
	_		
	A = 90-100	Outstanding quality of work	
	B = 80-89	Above average	
	C = 70-79	Satisfactory Work	
	D = 60-69	Less than satisfactory	
	E = 59 or below	Failing	
1			

Gradua	Grade Components	Value				
te						
Student	Class Participation/Online Discussion Threads	20				
s	Organization Assignment	10				
	Reflection paper	10				
	Quizzes (2)	10 (5 points for each quiz)				
	Midterm Exam	15				
	Final Exam	15				
	Final project	15				
	Final presentation	5				
	Total 100					
	Graduate Grading Scale	·				
	A = 92-100 Outstanding Quality of work					
	B = 80-91 Above average C = 70-79 Satisfactory					
	work E= 69 or below Failing					

Unit					
Week 1 August 24	Read the Syllabus and make sure you understand all course requirements. Email the instructor with any questions you may have. You will need to post on Canvas your acknowledgment that that you red and understood the syllabus and that all videos that will be created by you in class will be only used for the purpose of this class and				
	the content will be shared only on the Canvas with the students enrolled in SW 518 for the current semester.				
	Log in to Canvas and explore how to use it, how to post assignments, discussions or how to retrieve documents.				
	You can access Canvas at https://myuk.uky.edu/iri/portal (myUK). If you need help you can email helpdesk@uky.edu or telephone at 859-218-HELP(4357). Also this is a link to instructional videos				
	for students about how to use the Canvas.				
	Introduction to International Social Work				
	Instructor will provide videos with class content and sources of information				
	View recorded lecture and videos in Canvas.				
	This week				
	View recorded lecture and videos in Canvas.				
	Read				
	Cox, D. & Pawar, M. (2013). <i>International social work: Issues, strategies, and programs</i> . Thousand Oaks, CA: SAGE Publications. Chapter 1.				
	Post				
	Discussions for this week using Wiki- Introductions.				

Week 2	The Global	This week
Aug 31	Context of	
	International Social Work	View recorded lecture and videos in Canvas.
	Social Mosk	
	Roles of Social	Read Cox, D. & Pawar, M. (2013). International social work: Issues, strategies, and programs.
	workers in	Thousand Oaks, CA: SAGE Publications. Chapter 3 and from Chapter 15, only from pages 531
	international	to 543.
	organizations.	
		Post
		Discussions for this week using Wiki-
19674		
		No assignments are due for this week.
Week 3	The Integrated	This week
Sept 7	Perspective in International	View recorded lecture and videos in Canvas.
	Social Work	View recorded lecture and videos in Canvas.
	Social Work	Read
	Human Rights	Cox, D. & Pawar, M. (2013). International social work: Issues, strategies, and programs.
	J	Thousand Oaks, CA: SAGE Publications. Chapter 2.
		· ·
		Post
7		Discussions for this week using Wiki
		No assignments are due for this week.
Week 4	The Integrated	This week
Sept 14	Perspective in	
	International	View recorded lecture and videos in Canvas.
	Social Work	
		Read
	Globalization,	Cox, D. & Pawar, M. (2013). International social work: Issues, strategies, and programs.
	social	Thousand Oaks, CA: SAGE Publications. Chapter 2.
	development and the	Hong, P. Y. P., & Han, S. I. (2010). Globalization of social work practice: Global and local
	ecological	responses to globalization. International Social Work, 53, 656-670.
	perspective	Tesporace to globalization. International about works 33, 33, 33, 33, 33, 33, 33, 33, 33, 33
		Post
		Discussions for this week using Wiki
Mark F	Lludovstoneline	This week
Week 5 Sept 21	Understanding Poverty and	This week
3cht 21	Inequality	View recorded lecture and videos in Canvas.
		Read
		Cox, D. & Pawar, M. (2013). International social work: Issues, strategies, and programs.
		Thousand Oaks, CA: SAGE Publications. Chapter 7 (Page 221-264).
		Docate Control of the
		Post Discussions for this week using Wiki
		Discussions for this meet asing said
		Quiz 1 – International social work, the global context of International Social Work and the
	1	integrated framework.

		
		No assignments are due for this week.
Week 6 Sept 28	Poverty around the World	This week
Jepi zo	the world	View recorded lecture and videos in Canvas.
		Read Cox, D. & Pawar, M. (2013). International social work: Issues, strategies, and programs.
		Thousand Oaks, CA: SAGE Publications. Chapter 8 (Page 265-289).
		Watch the movie- Living on One at the following link
		https://livingonone.vhx.tv/buy?referrer=livingonone.org%2Flivingonone%2Ffilm
		Post
		Discussions for this week using Wiki
		Reflection paper due, no later than 11:59 on September 28.
Week 7 Oct 5	Women in the Global Context	This week
		View recorded lecture and videos in Canvas.
		Read
		Healy, L. M (2007). Universalism and cultural relativism in social work ethics. <i>International Social Work</i> 2007, 50 (1), p. 11-26
		Fallon (2003). Transforming Women's Citizenship Rights with an Emerging Democratic State: The Case of Ghana. <i>Gender& Society, 17</i> , 525-543.
		Human Trafficking Jordan, A. (2004). Human Rights or Wrongs? The Struggle for a Rights-Based Response to Trafficking in Human Beings. <i>Gender and Development</i> , 10(1), 28-37.
		Post Discussions for this week using Wiki
Week 8	Programs and	This week
Oct 12	Strategies for International	View recorded lecture and videos in Canvas.
	Social Work and Data in	Read
	International Social Work	Cox, D. & Pawar, M. (2013). International Social Work: Issues, Strategies, and Programs. Thousand Oaks, CA: SAGE Publications. Chapter 4
		Post
		Discussions for this week using Wiki

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Week 9	Strategies and	This week
Oct 19	Programs for Local	View recorded lecture and videos in Canvas.
	Development	Read
		Cox, D. & Pawar, M. (2013). International Social Work: Issues, Strategies, and Programs. Thousand Oaks, CA: SAGE Publications. Chapter 6 (page 181-220).
		Post Discussions for this week using Wiki
	,	Mid-term exam on October 19.
		No assignments are due for this week.
Week 10 Oct 26	War and Post- Conflict	This week
	Reconstruction	View recorded lecture and videos in Canvas.
		Read Cox, D. & Pawar, M. (2006). International Social Work: Issues, Strategies, and Programs. Thousand Oaks, CA: SAGE Publications. Chapter 9 and 10.
		Post Discussions for this week using Wiki
		First (one page) draft of your project due October 26.
1 1 1 4 2 2		This week
Week 11 November 2	Forced Migration and programs and strategies	View recorded lecture and videos in Canvas.
_		Read
		Cox, D. & Pawar, M. (2006). <i>International Social Work: Issues, Strategies, and Programs</i> . Thousand Oaks, CA: SAGE Publications. Chapter 12 and 13 .
		Post Discussions for this week using Wiki
		Organization assignment due no later than 11.59 PM on November 2.
Week 12 Nov 9	Working with Immigrants and Refugees	This week
		View recorded lecture and videos in Canvas.
		Read Menjivar & Salcio (2002). Immigrant Women and Domestic Violence: Common Experiences in Different Countries. <i>Gender & Society</i> , 16(6), 898-920.
		Carlson, B., E., Cacciatore, J., & Klime, B. (2012). Risk and Resilience Perspective on Unaccompanied Refugee Minors. Social Work 57(3): 259-269
		Schlueter, E., Meuleman, B., & Davidov, E. (2013). Immigrant integration policies and perceived group threat: A multilevel study of 27 Western and Eastern European countries. Social science research, 42(3), 670-682.

	and a second	Post Discussions for this week using Wiki
		Quiz 2 Forced migration and war and post-conflict reconstruction
		No assignments are due for this week.
Week 13 Nov 16	International Social Work with specific, very yulnerable	This week
		View recorded lecture and videos in Canvas.
	populations	Read
		Cox, D. & Pawar, M. (2013). <i>International social work: Issues, strategies, and programs</i> . Thousand Oaks, CA: SAGE Publications. Chapter 14.
		Upton, R. (2003). Women Have No Tribe: Connecting Carework, Gender, and Migration in an Era of HIV/AIDS in Botswana. <i>Gender and Society</i> , 17 (2), pp. 314-322
		Post
		Discussions for this week using Wiki
Week 14 Nov 23		Thanksgiving: No Class
Week 15	Social Work as a Human Rights Profession	This week
Nov 23		View recorded lecture and videos in Canvas.
		Read Cox, D. & Pawar, M. (2013). International social work: issues, strategies, and programs. Thousand Oaks, CA: SAGE Publications. Chapter 15 (517-542)
		Pollack, D. (2007). Social workers and the United Nations Effective advocacy strategies. <i>International Social Work, 50</i> (1), 113-119.
		Healy, L., M. (2008). Exploring the history of social work as a human rights profession. International Social Work. 51(6), 735-748.
		Final project and presentations due no later than 11.59 PM on November 23.
		Post Discussions for this week using Wiki
Week 16	Future	This week
Nov 30	Challenges for International Social Work	View recorded lecture and videos in Canvas.
	and Topics suggested by students.	Read Cox, D. & Pawar, M. (2013). International Social Work: Issues, Strategies, and Programs. Thousand Oaks, CA: SAGE Publications. Chapter 16.
		Post Discussion board - Final discussions to wrap up (not graded)
	Course evaluation.	No assignments are due for this week.
		Course evaluation.

Dec 14	Final Examination

Description of Assignments for this class

Assignments Format of Written Assignments and submission

Unless otherwise specified, all papers should be formatted with 1-inch margins, double spaced, 12-point font, pages numbered, and with a cover page. Your written work must be completed in accordance with the *American Psychological Association (APA) Publication Manual (6th ed.)*. Assignments that do not meet the APA standards will receive a lower grade.

Students will submit all assignments through Canvas using SafeAssign If you encounter problems with Canvas or other technology, you need to contact UKIT to resolve it immediately and notify the instructor. The instructor might contact UKIT to confirm resolution of problem if deemed necessary. No hard-copy assignments are accepted. Students must keep a back-up copy of all papers in case the submitted papers does not arrive.

Assignments Deadline

Each assignment is due by 11:59 pm on the due date, Eastern Standard Time (Lexington, KY), as specified in the "Course Schedule". Late assignments will be assessed a 5 point penalty for each 24 hours they are late including weekend and holidays. You are responsible for keeping track of submission of all of your assignments.`

Asynchronous (class) participation (on your own), 20% of your grade. Your class participation will be comprised of weekly discussions using wiki. The discussions will be individual or for small groups, in writing or short videos made by you. The instructions will be posted every week and support will be offered.

Discussion Board Threads:

Students are expected to respond to online discussion threads and engage in asynchronous dialog in the course community. To receive full credit, students must provide thoughtful responses that integrate the readings from the class. Discussions will represent 20% of your grade. Some of the weekly discussions will be in the form of a written response and some with short videos made by you (instructions will be provided). Some will be individual and some will be in the form of group participation (instructor will assign the groups). All videos created by you in class will be only used for the purpose of this class and the content will be shared only on Canvas with the students enrolled in your SW 518 class.

There will be 10 discussion boards and will count for 20% of your grade.

For the weekly discussion postings that will be in writing: How it will work: I will post a question by 11:59 PM on the evening of the class (every Tuesday). Your initial response will be due within 5 days by 11:59 PM, on Monday. After you posted your initial thoughts on the question, read the first responses of your classmates and formulate two responses. The responses to your classmates are due 2 days later (on Wednesday) no later than 11:59 PM.

Your initial response should be **250 words or more.** You need to make sure that your response does not repeat one of your classmates that have already posted. In your response you need to think critically and to integrate course materials. If you use citations or information from different sources, make sure to use APA style for citations.

The response to your classmates should also show your ability to think critically. You can chose to respond to their initial response or to further responses to their initial posting, just make sure you read all the following comments. The responses to two of your classmates will be due in 2 days (on Wednesdays) no later than 11:59 PM and it should be 100 words or more. You may post more times than indicated above.

You will be graded on the quality and not quantity of your response. You are expected to show that you read the course readings. Please show respect for your classmates. It is important to show that we can all respect different opinions and value diversity.

SW 518 Course Syllabus

Organization Assignment, 10% of your grade, due November 2.

Select an organization involved in international social work or social development. Try to find a job or a volunteer opportunity and describe the main tasks asked, the requirements and why you think you might like to work or volunteer in that specific position. Your response should be 3-5 pages, double spaced. You should highlight why would you be interested in that specific position, what skills do you think you have or may need to develop for that position.

Reaction paper - The Integrated-perspective, 10% of your grade, due September 28.

Do you think that the integrated-perspective approach is a useful framework for international social work? Why? Compare the integrated perspective with one theory that you know and discuss how this approach compliments those theories and provides an improved approach for practice. Select an international issue of interest to you from a developing country and use the integrative perspective to briefly analyze the situation.

These links provide some help in finding international issues from United Nations, World Bank and Amnesty International, short videos offered by these organizations (you can also explore the web-sites or any other sources).

United Nations: https://www.youtube.com/watch?v=-Qu16nJSgMg&list=UU3L8u5gG07djPUwWo6VQVLA

World Bank: http://www.youtube.com/user/WorldBank?feature=watch and Amnesty International

https://www.youtube.com/user/AmnestyInternational/videos?sort=dd&view=0&shelf_index=0_and Human Rights Watch

http://www.hrw.org/_or some of the inspiring lectures of Nobel Prize Laureates at

http://www.nobelprize.org/nobel_prizes/peace/laureates/

You can however, use any issue that you are interested in. If you cannot identify an issue of interest your instructor will provide you with one. Your response should be 4-5 pages, using APA style, typed with Times New Roman 12 point font, with double space and with 1" margins on all pages.

Quizzes, Midterm and Final Exam - 40% of your grade.

There will be 2 quizzes, a midterm and a final exam.

The quizzes and the exams will cover knowledge from the readings from class. If you will do the readings for class you will be able to obtain a high score on the quizzes and the two exams. Please do not take your quiz or exams with other classmates being present. You have to be responsible for timing your quiz. The midterm and the final exam will represent 30% of your grade (15% each) and the quizzes 10% (5% each).

The two quizzes will be:

Quiz 1: Introduction to International social work, the Global Context of International Social Work and the Integrated Framework Quiz 1 will be on September 21.

Quiz 2: War, post-conflict reconstruction and vulnerable groups. Quiz 2 on November 9.

Midterm exam- October 19 and the Final exam will be on December 14.

Final Project, 20% of your grade. First, short draft of the project due October 26 and the final project and presentation due on November 23.

Chose a country and an issue relevant to international social work practice of interest to you. It could also be from the United States if you would consider a project working with immigrants or refugees.

<u>Describe the issue and the country of interest.</u> Make a short 3-4 page presentation of your issue (double spaced) using the integrated framework. Complete a country (or region) description including social and economic indicators. Discuss country's history and recent events, discuss the roots of the problem selected, economic, social, human impact. Discuss current attitudes, give examples programs, international organizations involved. Describe the issue of interest, who is affected and how, history of the problem, causes and discuss current attitudes and if possible, give examples of programs and international organizations involved, if any and the international instruments that are relevant for your issue.

Design an intervention. In this part you will be asked to develop the funding proposal with your intervention. Describe your intervention, the goals, the objectives, the needed tasks and the expected outcomes, how will you work with local authorities or other organizations from the region (if applicable). Further, consider any possible ethical concerns or cultural values that may be in conflict when international workers may be involved and how will you deal with language and cultural differences. Consider the integrative approach for assessing the situation and when considering an intervention. A detailed description of the funding proposal that you will need to complete this part of the assignment will be provided for you later in the semester. Your final project will have to have use as reference at least 10 articles from peer-reviewed journals. The final projects should be 12-15 pages, double spaced (Times New Roman, 12 pt. font, APA style).

You should also develop a 10 minutes video presentation about your project (worth 5% of your grade). You are encouraged to be creative in your presentation and in incorporating other sources of information like photos, charts, maps, or link to videos, interviews, music etc. All presentations will be posted on Canvas.

Course Policies

Polices Regarding the Assignments for the Class

All assignments for this class must be completed. Papers need to be formatted according to APA publication guidelines (6th edition). Please see the professor if you are unfamiliar with APA style writing. All written work is expected to be typed using 12 point font, double space and printed with 1" margins on all pages. You are expected to submit papers free of grammatical and spelling errors, and to use citations when appropriate. You should strive to write with clarity, and support your ideas and assertions with sound, informed reasoning. The ability to explain your ideas is absolutely essential for sound social work practice. Please use spell check, grammar check and proof reading work is expected prior to the submission of any assignments. Grades will be lowered for work submitted not in accordance with these guidelines.

The Writing Center is an excellent resource for students offering free consultations on prewriting, writing and rewriting. More information is available at http://www.uky.edu/IRPE/ie/SACS5thYearReport/Exhibits/5Core%20Requirement%202.10/Writing%20Center%20(University%20of%20Kentucky).htm

Policy on Late Assignments

This is an online class and all assignments in this class are submitted online so you have a lot of discretion on when to complete the assignments. All individual assignments and discussion threads are due at the time specified in the syllabus. Late individual or assignments will be penalized 5 points each day late unless otherwise arranged with the professor. On discussion threads 2 points will be subtracted if posted after the date when are due, and the postings, both your initial one and the two responses to your classmates will not be accepted one week after the deadline, including weekend and holidays.

Excused Absences

Students need to notify the professor of absences prior to class when possible. Senate Rules 5.2.4.2 defines the following as acceptable reasons for excused absences: (a) serious illness, (b) illness or death of family member, (c) University-related trips, (d) major religious holidays, and (e) other circumstances found to fit "reasonable cause for nonattendance" by the professor.

Students anticipating an absence for a major religious holiday are responsible for notifying the instructor in writing of anticipated absences due to their observance of such holidays no later than the last day in the semester to add a class. Two weeks prior to the absence is reasonable, but should not be given any later. Information regarding major religious holidays may be obtained through the Ombud (859-257-3737, https://www.uky.edu/Ombud/ForStudents_ExcusedAbsences.php.

Students are expected to withdraw from the class if more than 20% of the classes scheduled for the semester are missed (excused) per University policy.

Per Senate Rule 5.2.4.2, students missing any graded work due to an excused absence are responsible: for informing the Instructor of Record about their excused absence within one week following the period of the excused absence (except where prior notification is required); and for making up the missed work. The professor must give the student an opportunity to make up the work and/or the exams missed due to an excused absence, and shall do so, if feasible, during the semester in which the absence occurred.

Verification of Absences

Students may be asked to verify their absences in order for them to be considered excused. Senate Rule 5.2.4.2 states that faculty have the right to request "appropriate verification" when students claim an excused absence because of illness, or death in the family. Appropriate notification of absences due to University-related trips is required prior to the absence when feasible and in no case more than one week after the absence.

Accommodations due to disability

If you have a documented disability that requires academic accommodations, please see me as soon as possible during scheduled office hours. In order to receive accommodations in this course, you must provide me with a Letter of Accommodation from the Disability Resource Center (DRC). The DRC coordinates campus disability services available to students with disabilities. It is located on the corner of Rose Street and Huguelet Drive in the Multidisciplinary Science Building, Suite 407. You can reach them via phone at (859) 257-2754 and via email at drc@uky.edu. Their web address is http://www.uky.edu/StudentAffairs/DisabilityResourceCenter/.

Academic Integrity, Cheating and Plagiarism

The Student Rights and Responsibilities Handbook clearly delineates the consequences of these actions — cheating and plagiarism are grounds for a failing grade in the course. Refer to http://www.uky.edu/StudentAffairs/Code/part2.html for UK's policy on academic integrity. It is strongly recommended that you review the APA manual and learn how to properly cite your sources such that you do not "accidentally" plagiarize. Make sure that any material you "borrow" is properly indicated with quotation marks and reference or, if paraphrased, stated in your own words and properly cited.

It is expected that students at UK will refrain from plagiarism and cheating. Plagiarism and cheating are serious breaches of academic conduct and may result in permanent dismissal. Each student is advised to become familiar with the various forms of academic dishonesty as explained in the Code of Student Rights and Responsibilities. Complete information can be found at the following website: http://www.cs.uky.edu/%7Epaulp/Plagiarism.htm A plea of ignorance is not acceptable as a defense against the charge of academic dishonesty. It is important that you review this information as all ideas borrowed from others need to be properly credited.

Part II of Student Rights and Responsibilities (available online http://www.uky.edu/StudentAffairs/Code/part2.html) states that all academic work, written or otherwise, submitted by students to their instructors or other academic supervisors, is expected to be the result of their own thought, research, or self-expression. In cases where students feel unsure about the question of plagiarism involving their own work, they are obliged to consult their instructors on the matter before submission.

When students submit work purporting to be their own, but which in any way borrows ideas, organization, wording or anything else from another source without appropriate acknowledgement of the fact, the students are guilty of plagiarism. Plagiarism includes reproducing someone else's work, whether it be a published article, chapter of a book, a paper from a friend or some file, or something similar to this. Plagiarism also includes the practice of employing or allowing another person to alter or revise the work which a student submits as his/her own, whoever that other person may be.

Students may discuss assignments among themselves or with an instructor or tutor, but when the actual work is done, it must be done by the student, and the student alone. When a student's assignment involves research in outside sources of information, the student must carefully acknowledge exactly what, where and how he/she employed them. If the words of someone else are used, the student must put quotation marks around the passage in question and add an appropriate indication of its origin. Making simple changes while leaving the organization, content and phraseology intact is plagiaristic. However, nothing in these Rules shall apply to those ideas which are so generally and freely circulated as to be a part of the public domain (Section 6.3.1).

Please note: Any assignment you submit (including any online entries) may be submitted to an electronic database (SafeAssign in Canvas) to check for plagiarism comparison. A penalty for an academic offense, such as cheating or plagiarism, can be as severe as a failing grade on the assignment or failing the course.

Please be sure that you fully understand what does/does not constitute plagiarism. Attention to this issue is critical in a course that requires you to be able to summarize and document the written work of others to complete your own integrative paper. A plea of ignorance is not acceptable as a defense against the charge of academic dishonesty.

See the web page at the Office of Academic Ombud Services for a definition of plagiarism, how to avoid plagiarism, and UK's academic offense policy please review http://www.uky.edu/Ombud/Plagiarism.pdf. You may also review this website for further information http://wps.prenhall.com/hss_understand_plagiarism_1/0,6622,427064-,00.html and consult with your instructor if you have any questions.

Make-up Opportunities

Make-up exams/quizzes/assignments will only be considered only if the excused absences outlined in the Student Handbook apply (Student Rights and Responsibilities, Part II, Section 5.2.4.2 (http://www.uky.edu/StudentAffairs/Code/part2.html). Circumstances that can be excused are: 1) Significant illness of student or serious illness of household member or immediate family; 2) Death of a household member or immediate family; 3) Trips for members of student organizations, class excursions or participation in intercollegiate athletic events; 4) major religious holidays; and 5) Any other circumstance that the instructor finds reasonable cause for nonattendance. If you would like your absence to be excused, you must initiate the discussion.

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Please provide appropriate documentation of excused absences — the excuse will not be granted without documentation. If you anticipate absence due to observance of major religious holidays, you are responsible for notifying the instructor in writing by the second week of the semester. Students who miss quizzes or other graded projects because they missed the open-period with an unexcused absence will not be able to make up what's missed. Only students with verified excused absences will be given make-up opportunities. It is the student's responsibility to inform the instructor of an excused absence preferably in advance, but no later than one week after it.

Student Conduct and Behavior

Every social work student is required to adhere to the standards and guidelines of the NASW Code of Ethics (www.socialworkers.org). Violations of this code can be grounds for dismissal from the social work program. Those of you who are not social work majors are still expected to follow the same ethics code to be part of this class. In particular, it should be noted that confidentiality should be protected. Thus, personal materials shared in the classroom should not be shared with persons outside the class. You must not share identifiable client information from your employment or field placement.

The College of Social Work has strong commitments to respect of diversity and the valuing of differences among members of our academic community. Academic discovery includes discussion and debate, and the right to respectfully disagree from time-to-time. Students have a right to voice reasoned opinions contrary to those offered by the instructor and/or other students (S.R. 6.1.2) but should do so respectfully and civilly. Disagreements and opinion statements that include attacks of a personal nature or statements degrading others on the basis of race, sex, religion, sexual orientation, age, national/regional origin or other irrelevant factors may affect one's grade because they are unacceptable and do not contribute to a safe, productive learning environment.

All students are expected to act as active, respectful, and responsible learners throughout the course. Every student is an adult participant in the joint learning process and is expected to act to reflect this fact. Any behavior that is deemed inappropriate, disrespectful, and distracting to others by the instructor may result in dismissal from the course or further action.

Assistance for Students

Graduate and undergraduate classes can be stressful. The University of Kentucky Counseling Center is available to fee-paying students who are enrolled for at least six credit hours at UK, in undergraduate, graduate, or professional programs. Located on second and third floors of Frazee Hall, on Administration Drive next to the Student Center, they can be reached at (859) 257-8701 or http://www.uky.edu/StudentAffairs/Counseling/. The National Suicide Prevention Lifeline is available twenty-four hours a day at 1-800-273-TALK (8255) if you are concerned about yourself or someone else.